

MEMORANDUM OF UNDERSTANDING

Between

The Director of Central Intelligence

and

The Director, Defense Intelligence Agency

SUBJECT: Joint Management of the Consolidated SAFE (Support for the Analysts' File Environment) Project

REFERENCES: a. Letter for D/DIA from DCI dated 26 Sept. 1977

b. Memo for DCI from D/DIA dated 30 Aug. 1977;
subject - Management of SAFE/ADISS Projects

1. PURPOSE AND SCOPE - The purpose of this Memorandum of Understanding is to set forth the basic agreements between the Director of Central Intelligence and the Director, Defense Intelligence Agency for consolidating the CIA SAFE and DIA ADISS Projects. This consolidation will enable the joint development of a computerized information handling system servicing the needs of both CIA and DIA. A Project Management Plan (attached) defines operating procedures, staffing needs, management methodology and oversight arrangements as outlined in reference a.

2. BACKGROUND - The Congressional Conference Report on the FY 1977 budgets for the two Agencies recommended coordinated SAFE/ADISS development efforts to achieve "maximum commonality." The two Agencies met initially in October 1976 and frequently thereafter to identify areas that are common to the two systems. During the fourth quarter of FY-77 an independent contractor also conducted a study to assess potential commonality of the two systems and a working group under IC Staff leadership developed a plan for forming a joint project office. In August and September 1977 the D/DIA and the DCI concurred in the immediate formation of a joint project office as outlined in references a and b.

3. TERMS OF THE AGREEMENT - It is hereby agreed that:

a. A joint project will be undertaken by CIA and DIA to develop an information system capable of satisfying both the CIA requirements as described in the CIA SAFE Functional Requirements Document and DIA requirements as specified in the ADISS Master Plan of 10 June 1977 and further refined in the DIA System Definition Study initiated in August 1977. The system design will take maximum advantage of opportunities for common development and procurement of hardware and software. The Project will be called SAFE, (Support for the Analysts' File Environment) and will encompass not only the common requirements but also those unique to each Agency.

b. The responsibility for SAFE development will be assigned to a jointly-staffed, Consolidated SAFE Project Office (CSPO) which will receive administrative support from the Director of Data Processing/CIA. CIA will provide office space for the Project.

c. The CSPO is responsible to the Director, CIA and the Director, DIA for the satisfaction of validated requirements within their respective Agencies. The Project Director will be appointed by the CIA and the Deputy Project Director will be appointed by the DIA. The specific positions and time phasing of the initial staff (estimated at 26 CIA position and 11 DIA positions) will be detailed in the Project Management Plan.

d. An annual Project Budget will be developed by the CSPO with each Agency's share identified. Each Agency will review the request and include recommended levels within its annual budget submission. Upon Congressional approval, funds will be transferred to the CIA.


e. The CSPO will provide periodic reports as outlined in the Project Management Plan. In addition, an annual report will be submitted to the Director, CIA and Director, DIA.

f. The CSPO will operate within the guidelines of the attached SAFE Project Management Plan.

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Attachments:
Management Plan
References a and b

APPROVED:



Director of Central Intelligence

28 DEC 1977

Date



Director, Defense Intelligence Agency

11 JAN 1978

Date